

INDIALANTIC

FY-17  
ADOPTED BUDGET

September 22, 2016



**TOWN OF INDIALANTIC**  
216 Fifth Avenue, Indialantic, Florida 32903  
321-723-2242 Fax 321-984-3867

**MAYOR**  
David Berkman  
**DEPUTY MAYOR**  
Stuart Glass  
**COUNCIL MEMBERS**  
Dick Dunn  
Randall Greer  
Jill Hoffman

Christopher W. Chinault, Town Manager  
Joan Clark, MMC, Town Clerk

## MEMORANDUM

TO: Mayor and Council

FROM: Christopher W. Chinault  
Town Manager

RE: FY-17 Budget Message

DATE: September 22, 2016

Attached is the adopted budget for FY-17 for the Town of Indialantic. The total amount is \$5,047,361 with the General Fund budget at \$4,112,189. The millage rate set by Council is 6.2653 mills. The FY-17 rolled-back millage rate is 6.0609. One mill equals one dollar for every one thousand dollars of taxable value.

The FY-16 total budget was approved at \$4,784,894 with the General Fund portion set at \$3,562,762. The FY-16 millage rate is 6.4695 mills.

This budget provides for the normal and routine operations of the police, fire/rescue, public works, protective inspections, and administration departments of the Town. No cost-of-living salary adjustment has been included although the performance merit evaluation system is operational.

The following points are identified for particular note:

1. The cash balance forward for FY-17 includes \$379,846 which represents the \$39,500 TIFT sidewalk money, \$7,346 unexpended Park Project money, and \$73,000 local match Lily drainage project money from the FY-16 budget which is added to \$260,000 brought forward from the reserves for the purchase of P-25 radios.
2. Non-local funds are included in the revenue portion of the budget to reflect \$82,454 (338.1400) requested for the purchase of P-25 radios for fire/rescue; \$46,740 (338.1410) requested for the purchase of an air compressor to fill fire/rescue air bottles; and \$65,500 (338.1510) to address Lily drainage efforts. On the expense side these project are included as follows: P-25 radios for fire/rescue at \$86,794 (522.6400); air compressor for fire/rescue at \$49,200 (522.6400); and Lily drainage project at \$157,000 (541.6315).

3. A contingency amount of \$83,031 is included (519.5500) which is comprised of monies from reserves. It is available should the grant being requested for P-25 radios for fire/rescue not be approved.
4. Fifty thousand dollars is included in an account (519.9000) to commit this money to reserves toward the eventual purchase of a new fire truck, which is tentatively projected for FY-23 as reflected in Resolution No. 16-06.
5. Expenses for the Police Department includes in the capital outlay account (521.6400) \$12,000 to replace the 2007 server which FDLE will not support for security reasons (i.e. it is too old); \$68,840 for two police vehicles; \$5,895 to replace an in-car camera; \$12,500 to replace the speed trailer, and \$176,969 to purchase P-25 compatible radios. Additionally \$10,000 (521.6200) is included to provide greater protection at the secure holding area for those detained in the Police Department along with \$2,500 (521.3100) for the design of the security improvements.
6. Parking improvements are projected with \$2,000 (541.6300) budgeted to resurface the Ernest Kouwen-Hoven Riverside Park parking area and \$7,000 (545.6300) to increase the number of spaces in the Sixth Avenue parking lot.
7. The Protective Inspections portion of the budget includes replacing the existing pick-up truck at \$18,000 (524.6400).
8. The existing asphaltic portion of the walking path in Vincent Benevente Sunset Park is to be replaced and extended in the amount of \$9,400 (541.7570).
9. Fifteen thousand dollars has been included in the budget to paint the mast arm signals (541.4600) at the Town's two major intersections.
10. Various other adjustments reflect the need to work toward replacing six sets of bunker gear at a cost of \$2,400 each (522.6400) with one set scheduled to be replaced this year. The Town will also replace the single-lined fuel tank at the Public Works garage with a double-lined tank at a cost of \$1,610 (541.6400) to avoid the need for a catchment area. Additional money in the amount of \$2,000 is included (541.4640) to address increased swale work.

Staff is available to provide clarification regarding any questions or concerns as they might relate to this document.

Attachment

# **TOWN OF INDIALANTIC**

## **ADOPTED BUDGET**

**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

### **INDIALANTIC TOWN COUNCIL**

**Dave Berkman, Mayor**  
**Stuart Glass, Deputy Mayor**  
**Dick Dunn, Councilmember**  
**Randy Greer, Councilmember**  
**Jill Hoffman, Councilmember**

### **BUDGET AND FINANCE COMMITTEE**

**Karen Turja, Chairperson**  
**Vince Benevente, Member**  
**Bruce Bogert, Member**  
**Mike Melhado, Member**  
**Lorraine Schulte, Member**

**Christopher W. Chinault, Town Manager**  
**Jennifer Small, Finance Director**

**2016/2017 BUDGET  
Personnel Schedule**

<b>Department</b>	<b>Position Classification</b>	<b>15/16 Current</b>	<b>New</b>	<b>16/17 Total</b>
Administrative	Town Manager	1	0	1
	Town Clerk	1	0	1
	Finance Director	1	0	1
Police	Police Chief	1	0	1
	Office Manager	1	0	1
	Police Sergeant	3	0	3
	Police Officer	6	0	6
	Police Detective	1	0	1
	Administrative Assistant (Records Clerk)	0	0	0
	Senior Communications Officer	1	0	1
	Communications Officer	3	0	3
	Communications Officer (PT)	4	0	4
	School Crossing Guard (PT)	1	0	1
Fire	Fire Chief	1	0	1
	Fire Fighter/Paramedic	3	0	3
	Fire Fighter/EMT	3	0	3
	Fire Fighter (Volunteer)	18	0	18
Protective Inspection	Building Official/Code Enforcement	1	0	1
Public Works	Public Works Director	1	0	1
	Maintenance Worker II	1	0	1
	Maintenance Worker I	3	0	3
	Maintenance Worker (PT)	1	0	1
	Administrative Assistant	1	0	1
	Parking Enforcement (PT)	4	0	4
Total Full Time		33	0	33
Total Part Time		10	0	10
Total Volunteer		18	0	18
Total		61	0	61

**TOWN OF INDIALANTIC**  
**BUDGET PREPARATION AND ADOPTION SCHEDULE**  
**FISCAL YEAR 2016/2017**

**MAY**

- 31 Proposed budgets submitted by Department Heads

**JUNE**

- 2 Budget and Finance Committee meeting
- 30 Certification of taxable value by Property Appraiser (form 420)

**JULY**

- 12 Budget and Finance Committee meeting
- 13 Town Council meeting - set proposed millage rate
- 14 Notification to Property Appraiser of the proposed millage rate, rolled-back rate, and date, time and place of the tentative budget hearing (DR 420)

**AUGUST**

- 10 Town Council budget workshop – 6:00 p.m.
- NLT 24 Property Appraiser mails notice of proposed property taxes (DR 474 trim notice)

**SEPTEMBER**

- 7 First tentative budget and millage rate public hearing (7:00 p.m.)
- 16 Advertise the tentative budget and millage rate
- 21 Second public hearing - adopt final millage and budget (5:30 p.m.)
- 22 Mail copy of millage resolution to Property Appraiser

After the value adjustment board Property Appraiser delivers form DR 422 (final adjusted tax roll)

Within 3 days of the above Complete and certify form DR 422 and deliver to Property Appraiser

**OCTOBER**

- 21 Complete and submit form DR 487 with TRIM compliance package within 30 days following the final budget hearing

## FUNDS

The Town's operating budget is divided into different funds. Each fund is considered a separate accounting entity with resources allocated based on the purposes for which they are to be used. In effect, the Town has several distinct budgets which must be balanced separately within the one operating budget. The Town's funds are:

**General Fund** - This fund is the general operating fund of the Town. All general tax revenues and other revenues that are not allocated by law or contractual agreement to another fund are received into the general fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the general fund.

**Debt Service Fund** - This fund is used to account for the accumulation of resources for, and the payment of, principal and interest on general long-term debt, other than bonds payable from the operations of enterprise funds.

**Enterprise Fund** - This fund is used to account for operations that provide service to citizens, financed primarily by a user charge. The net income is measured on a periodic basis and deemed appropriate for capital maintenance, public policy, management control, accountability or other purposes.

**Trust and Agency Funds** - These funds are used to account for assets held by the Town as trustee or agent for individuals, private organizations, other governmental units and/or other funds.

**Special Investigative Trust Fund** - Monies seized by law enforcement officers in connection with drug activities pursuant to Florida statutes.

## REVENUE SOURCES

The Town's municipal revenues are utilized to pay for the services provided to its citizens.

Revenues collected by the Town are ad valorem taxes, municipal utility taxes, franchise fees, user fees, intergovernmental revenues, local option taxes, occupational license taxes, fines and forfeitures, investment income, contributions and donations, miscellaneous revenue, assessments and grants. A general description of each follows:

**Ad Valorem Property Taxes** - The property tax is the only local tax source authorized by the Constitution of the State of Florida and it is capped at 10 mills. The property tax is based on the value of real and personal property. The value of residential property represents only the value of the real estate, which includes buildings and improvement; while commercial property includes these values in addition to all relevant personal property. Example: If the single family median taxable value is \$132,000 the number should be multiplied by 6.2653 mills, then divided by 1,000 to reach the Town ad valorem tax amount - \$827.02.

**Municipal Utility Taxes** - The municipal utility tax is levied by the municipality on specific utility services and collected by the utility provider through the utility bill, even if the provider is the municipality itself. The Communications Services Tax (also referred to as Telecommunications Tax) has replaced utility taxes on telephone service and cable providers.

**Franchise Fees** - The franchise fee is levied on a company or utility for the privilege of doing business within the municipality's jurisdiction and/or for utilizing municipal rights-of-way to do business. The Communications Services Tax (also referred to as Telecommunications Tax) has replaced franchise fees from telephone and cable television service providers.

**User Fees** - User fees are voluntary payments based on direct, measurable consumption of publicly provided goods and services.

**Intergovernmental Revenues** - These revenues are collected by one government, typically the State, and shared with other governmental units. State-shared revenue programs require the local government to meet specific conditions in order to receive such monies and to spend the monies for specific purposes.

**Local Option Taxes** - These taxes may only be levied in those municipalities where statutory requirements for their imposition have been met. The Town receives local option gasoline taxes and infrastructure sales tax under this option.

**Business Tax Receipts** - The business tax is levied for the privilege of engaging in or managing any business, profession or occupation within the jurisdiction of the Town.

**Fines and Forfeitures** - These receipts are collected from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty.

**Investment Income** - Investment income is derived from the investment of cash receipts and idle funds through cash management.

**Contributions and Donations** - Monies received from various sources such as gifts, pledges, requests or grants from non-governmental entities.

**Assessment** - Revenue generated for certain public improvements authorized by Section 170.01, Florida Statutes which is levied on individual property based on benefit.

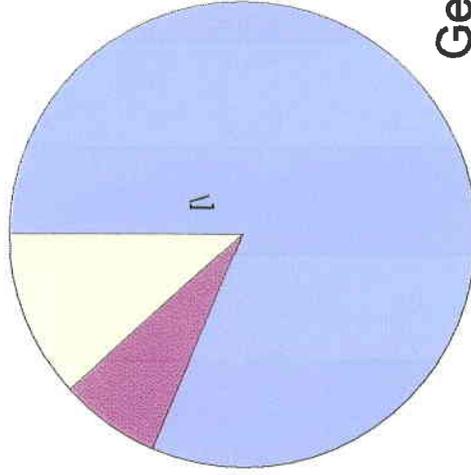
**Grant** - Revenues received by various entities to fund in full or in part certain projects.

**Miscellaneous Revenue** - Miscellaneous revenues may be received from a variety of other non-designated sources that do not fit any of the aforementioned categories.

# 16/17 BUDGET SUMMARY

Trust & Agency  
Funds  
12%

Enterprise  
Funds  
7%



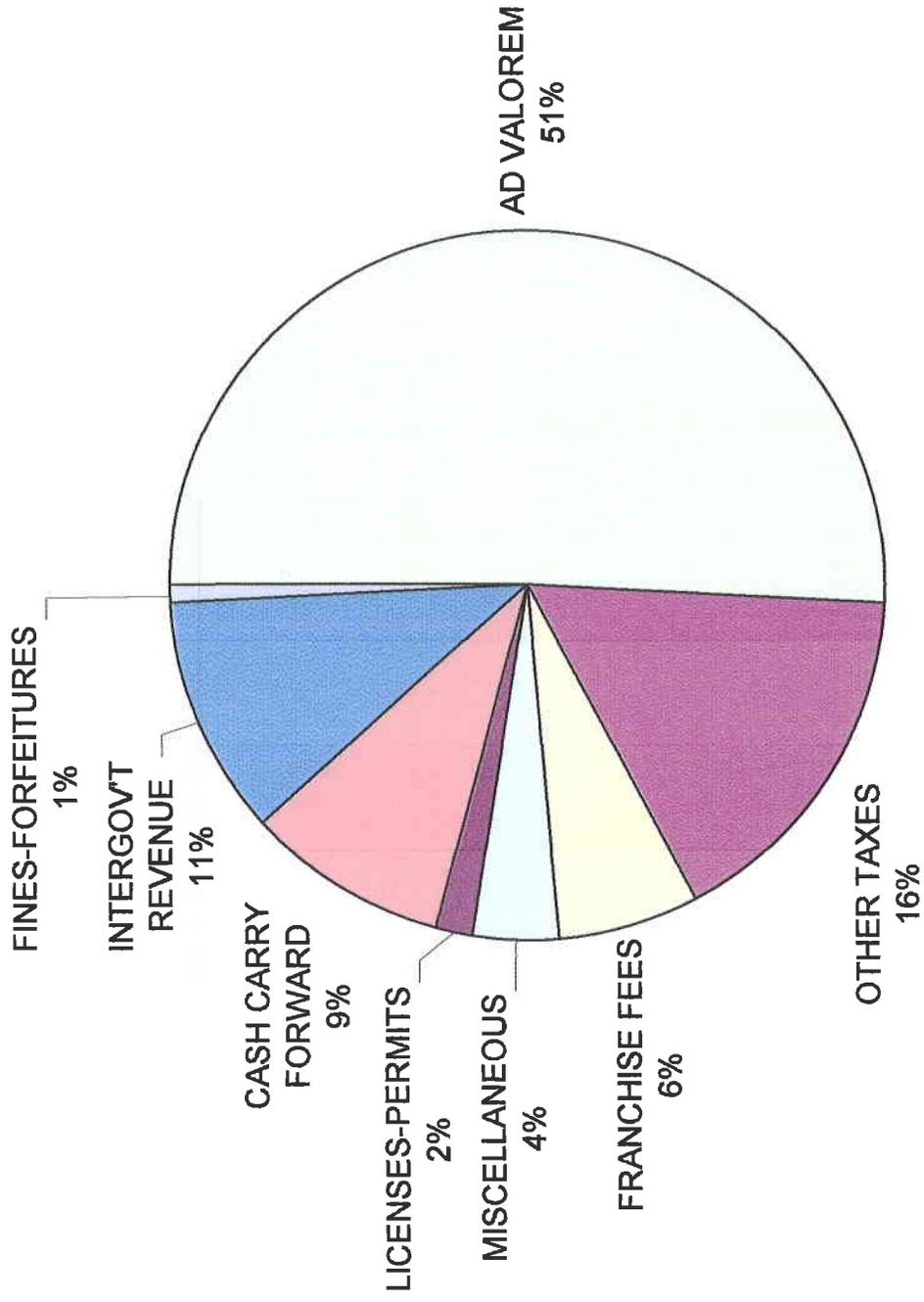
General Fund  
81%

2016/2017 BUDGET BY DEPARTMENT

GENERAL FUND					
Department	Personnel	Operating	Capital	Transfer/Reserve	Total
Town Council	12,918	1,610	-	-	14,528
Administration	258,364	12,020	-	-	270,384
Professional Services	-	81,874	-	-	81,874
Other General Services	1,000	234,458	-	50,000	285,458
Law Enforcement	1,235,192	107,517	290,704	-	1,633,413
Fire Control	651,039	63,125	138,394	-	852,558
Protective Inspection	121,595	5,705	18,000	-	145,300
Roads, Streets, Parks	254,753	204,865	308,610	-	768,228
Recreation/Beautification	-	35,446	-	-	35,446
Capital Improvement	-	-	25,000	-	25,000
<b>TOTAL GENERAL FUND</b>	<b>2,534,861</b>	<b>746,620</b>	<b>780,708</b>	<b>50,000</b>	<b>4,112,189</b>
ENTERPRISE FUND					
Department	Personnel	Operating	Capital	Transfer	Total
Enterprise 1	75,260	182,793	7,000	5,289	270,342
Enterprise 2	18,814	61,946	-	-	80,760
<b>TOTAL</b>	<b>94,074</b>	<b>244,739</b>	<b>7,000</b>	<b>5,289</b>	<b>351,102</b>
TRUST AND AGENCY FUNDS					
Department	Personnel	Operating	Capital	Transfer	Total
Pension Trust Funds	-	583,070	-	-	583,070
Special Investigative Trust	-	1,000	-	-	1,000
<b>TOTAL</b>	<b>-</b>	<b>584,070</b>	<b>-</b>	<b>-</b>	<b>584,070</b>
	Personnel	Operating	Capital	Transfer	Total
<b>TOTAL ALL FUNDS</b>	<b>2,628,935</b>	<b>1,575,429</b>	<b>787,708</b>	<b>55,289</b>	<b>5,047,361</b>

GENERAL FUND

2016-2017  
REVENUES



REVENUES

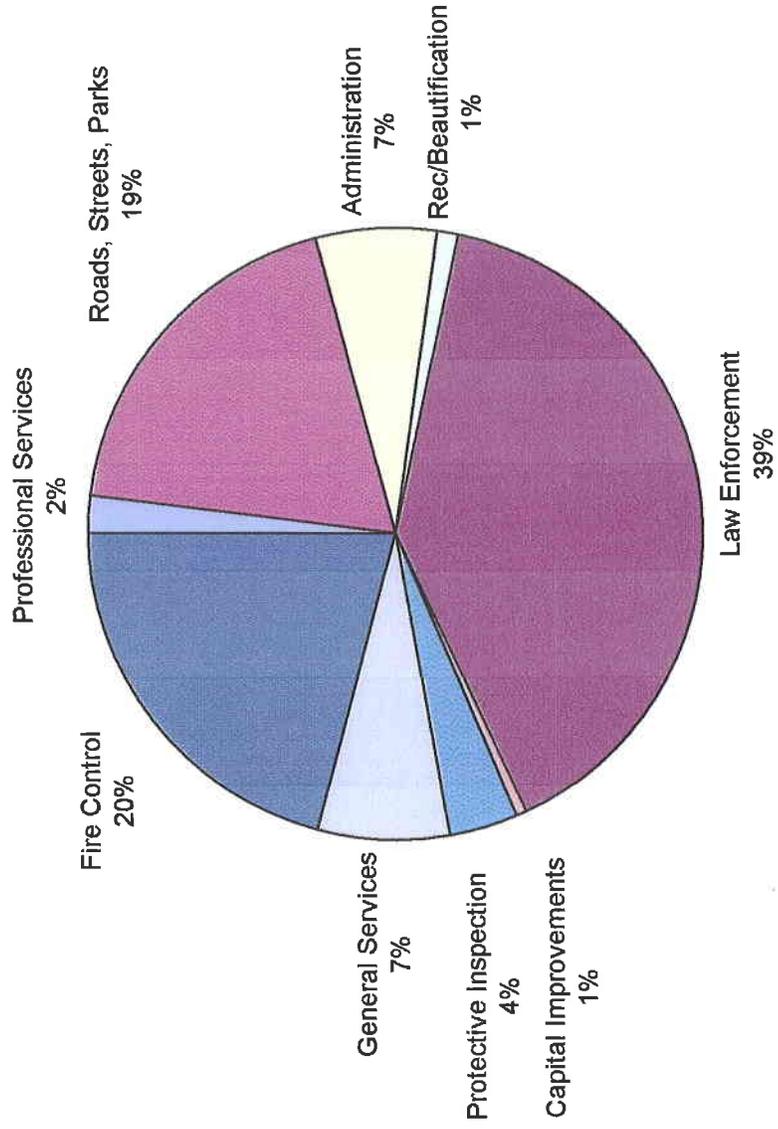
ACCT	GENERAL FUND	15-16	16-17
	TAXES	ADOPTED	ADOPTED
311.1000	Ad Valorem Taxes	2,013,918	2,088,880
312.4000	Local Option Gas Tax	84,000	99,000
312.5100	Fire Insurance Premium Tax (Pension)	42,000	43,538
312.5200	Casualty Insurance Premium Tax (Pension)	38,000	37,734
323.1000	Electric Franchise Fee	188,000	207,500
323.7000	Solid Waste Franchise Fee	47,000	50,000
314.1000	Electric Utility Tax	243,000	260,000
314.3000	Water Utility Tax	53,000	59,000
314.4000	Gas Utility Tax	10,000	10,000
323.3200	Telecommunications Tax	168,000	165,000
	<b>Total Taxes</b>	<b>2,886,918</b>	<b>3,020,652</b>
	LICENSES-PERMITS		
316.0000	Business Tax	30,070	30,070
322.1000	Building Permits	33,000	35,000
	<b>Total Licenses &amp; Permits</b>	<b>63,070</b>	<b>65,070</b>
	INTERGOVERNMENTAL REVENUE		
335.1200	State Revenue Sharing Proceeds	77,000	78,000
335.1500	Alcoholic Beverage Licenses	4,000	3,800
335.1800	Local Government Half-Cent Sales Tax	134,000	154,000
338.1100	County Business Tax	500	1,000
338.1300	Local Law Enforcement Grant	1,000	1,000
338.1400	FEMA Firefighter Assistance grant-radios	82,454	82,454
338-1410	Firefighter Assistanance grant-breathing apparatus	-	46,740
338.1510	Lily Park Drainage Grant	48,000	65,500
338.1600	FDOT Maintenance	6,772	6,772
338.1610	FDOT Signal Maintenance	6,688	6,688
	<b>Total Intergovernmental</b>	<b>360,414</b>	<b>445,954</b>

REVENUES

ACCT	GENERAL FUND	15-16	16-17
	SERVICE CHARGES	ADOPTED	ADOPTED
341.2000	Variance Fees	675	675
341.4000	Copying	300	400
	<b>Total Charges for Services</b>	<b>975</b>	<b>1,075</b>
	<b>FINES-FORFEITURES</b>		
351.1000	Judgments and Fines	28,000	26,000
351.2000	Surplus Property	1,000	1,000
351.3000	Police Education Fund	3,000	2,500
	<b>Total Fines &amp; Forfeitures</b>	<b>32,000</b>	<b>29,500</b>
	<b>MISCELLANEOUS</b>		
366.1000	Miscellaneous Income	24,771	26,388
369.2000	Harris Recycling	3,500	3,500
382.1000	Contributions - Enterprise Operations	120,745	124,204
382.4000	Witch Way 5k	15,000	15,000
382.5000	Pavers	1,000	1,000
382.6000	Holiday lights	1,700	-
387.0035	Cash Carry Forward	52,669	379,846
	<b>Total Miscellaneous</b>	<b>219,385</b>	<b>549,938</b>
	<b>TOTAL GENERAL FUND</b>	<b>3,562,762</b>	<b>4,112,189</b>

# GENERAL FUND EXPENDITURES 2016/2017

## BY DEPARTMENT



EXPENDITURES

SUMMARY			
ACCT	NAME	15-16 ADOPTED	16-17 ADOPTED
514	Professional Services	64,486	81,874
541	Roads, Streets, Parks	689,596	768,228
513	Administration	295,321	270,384
572	Rec/Beautification	41,617	35,446
521	Law Enforcement	1,316,310	1,633,413
590	Capital Improvements	30,100	25,000
524	Protective Inspection	122,741	145,300
519	General Services	193,810	285,458
511	Town Council	14,528	14,528
522	Fire Control	794,253	852,558
	<b>TOTAL</b>	<b>3,562,762</b>	<b>4,112,189</b>

EXPENDITURES

GENERAL FUND			
	TOWN COUNCIL		
		15-16	16-17
ACCT.	NAME	ADOPTED	ADOPTED
511.1200	Council Compensation	12,000	12,000
511.2100	Fica	918	918
	<b>Subtotal</b>	<b>12,918</b>	<b>12,918</b>
511.4000	Functions/Travel	1,510	1,510
511.5100	Photos/Plaques	100	100
	<b>Subtotal</b>	<b>1,610</b>	<b>1,610</b>
	<b>TOTAL</b>	<b>14,528</b>	<b>14,528</b>

## ADMINISTRATION

This Department is responsible for the day-to-day operation of the Town and provides a central point of contact for the public. Administration coordinates the financial operation of the Town, administers the merit pay system, processes payroll and benefits, administers the Town's Personnel/Civil Service Manual, supervises municipal elections, updates the Code of Ordinances and is custodian of the Town's official records.

Administration also issues business tax receipts, publishes the quarterly newsletter and provides current information for the Town's website. In addition, the Department provides administrative support for the Town Council, Boards and Committees and other departments.

Personnel consist of the Town Manager, Town Clerk and Finance Director.

FY-17 Personnel Related	\$ <u>258,364</u>
Operating	\$ <u>12,020</u>
Capital	\$ _____
TOTAL	\$ <u>270,384</u>

EXPENDITURES

GENERAL FUND			
	ADMINISTRATION		
		15-16	16-17
ACCT.	NAME	ADOPTED	ADOPTED
513.1200	Salaries	211,400	194,547
513.1400	Overtime	500	500
513.2100	Fica	16,210	14,883
513.2200	Retirement	21,298	21,919
513.2300	Life/Health Insurance	35,240	25,646
513.2400	Workers' Comp	529	869
	<b>Subtotal</b>	<b>285,177</b>	<b>258,364</b>
513.4000	Functions/Travel	2,100	2,100
513.4100	Telephone	2,300	2,628
513.4600	Equipment Maintenance	400	400
513.4650	Computer Maintenance	800	800
513.4700	Printing	500	500
513.5100	Office Supplies	2,500	3,746
513.5400	Dues/Memberships	1,544	1,846
	<b>Subtotal</b>	<b>10,144</b>	<b>12,020</b>
	<b>TOTAL</b>	<b>295,321</b>	<b>270,384</b>

EXPENDITURES

GENERAL FUND			
		PROFESSIONAL SERVICES	
ACCT.	NAME	15-16 ADOPTED	16-17 ADOPTED
LEGAL SERVICES			
514.3100	Legal Fees	22,861	40,000
514.3110	Labor Attorney	7,500	2,500
	<b>Subtotal</b>	<b>30,361</b>	<b>42,500</b>
ENGINEERING SERVICES			
552.3100	Professional Services	5,300	3,549
	<b>Subtotal</b>	<b>5,300</b>	<b>3,549</b>
FINANCIAL MANAGEMENT			
513.3200	Audit	14,625	19,125
513.3210	Professional Services	900	3,000
513.3220	Bookkeeping	8,600	9,000
516-3110	Web maintenance	1,200	1,200
	<b>Subtotal</b>	<b>25,325</b>	<b>32,325</b>
PLANNING SERVICES			
515.3100	Professional Services	1,000	1,000
515.3110	Comprehensive Plan	2,500	2,500
	<b>Subtotal</b>	<b>3,500</b>	<b>3,500</b>
	<b>TOTAL</b>	<b>64,486</b>	<b>81,874</b>

EXPENDITURES

GENERAL FUND			
OTHER GENERAL GOVERNMENT SERVICES			
ACCT.	NAME	15-16 ADOPTED	16-17 ADOPTED
519.1200	Personnel Related Expenses	-	-
519.2500	Unemployment	1,000	1,000
	<b>Subtotal</b>	<b>1,000</b>	<b>1,000</b>
519.4100	Postage	3,500	3,500
519.4110	United Parcel Service	1,600	1,700
519.4310	Electricity	5,700	5,700
519.4315	Water/Sewer	610	843
519.4500	Insurance	84,000	116,685
519.4610	Safety Committee - repairs/maintenanc	200	200
519.4620	Building cleaning/maintenance	2,600	2,400
519.4650	Computer maintenance	800	1,000
519.4700	Newsletter	3,200	3,350
519.4710	Codification	200	400
519.4930	Election Expense	4,050	400
519.4950	Legal Notices	6,000	5,000
519.5200	Copier Expense	2,700	2,500
519.5210	Maintenance Supplies	650	650
519.5220	Computer Supplies	1,200	1,200
519.5400	Books/Subscriptions/Dues	1,400	1,400
519.5500	Training/Education	1,400	4,499
	<b>Subtotal</b>	<b>119,810</b>	<b>151,427</b>
519.5600	Contingency	-	83,031
	<b>Subtotal</b>	<b>-</b>	<b>83,031</b>
519.9000	Reserve	73,000	50,000
	fire truck - 50,000		
	<b>Subtotal</b>	<b>73,000</b>	<b>50,000</b>
	<b>TOTAL</b>	<b>193,810</b>	<b>285,458</b>

## POLICE DEPARTMENT

The Indialantic Police Department is a full time operation, providing police and dispatch services 24 hours a day, 365 days a year. In calendar year 2015 the Department recorded 3,713 calls for service.

The Department consists of 16 full time employees and 5 part-time employees. Sworn law enforcement personnel include the Chief of Police, 3 Sergeants, 1 Detective and 6 Patrol officers. The Communications Center includes 1 Senior Communications Officer, 3 Communications Officers, and 4 part-time Communications Officers. The Office Manager (records, property and evidence) and 1 part-time School Crossing Guard complete the compliment of employees.

The vehicle fleet includes 4 marked police sedans, 1 marked supervisor vehicle (SUV), 1 unmarked detective vehicle, 1 unmarked vehicle for the Chief of Police and 2 police bicycles. Combined patrol mileage for the last year was approximately 60,000 miles.

The Police Department is responsible for providing the following services:

- Response to calls for police services
- Enforcement of applicable federal, state and local laws
- Investigation of criminal activity
- Traffic enforcement and control
- Crime prevention and public education programs
- Dispatch services for police, fire and public works

Other services provided by the Police Department include vacation house checks, child I.D. and fingerprinting, home and business security surveys, crime prevention and neighborhood watch programs, elderly well-being program, personal property identification and recording program.

*Calendar year	2010	2011	2012	2013	2014	2015
Arrests	539	351	332	402	329	359
Traffic Citations	2,819	2,917	2,027	2,447	1,803	1,587
Warnings	1,368	1,388	1,298	1,714	1,285	1,179
Sexual Battery	1	1	0	0	0	2
Burglary	23	13	8	19	11	15
Robbery	1	1	2	0	2	1
Assault/battery	26	23	27	23	31	24
Larceny	82	56	62	42	65	59
Auto Theft	0	3	5	2	1	4
Vandalism	16	19	10	5	12	10
Arson	0	0	0	0	0	0
Narcotics	52	28	61	97	66	60
DUI	30	32	25	34	32	33
Alarms	198	147	157	171	191	203
Traffic Crashes	149	151	155	130	162	179
Disturbances	150	137	169	129	146	193
<b>Total Calls</b>	<b>4,052</b>	<b>3,672</b>	<b>3,471</b>	<b>3,261</b>	<b>3,376</b>	<b>3,713</b>

FY-17 Personnel Related	\$ 1,235,192
Operating	\$ 107,517
Capital	\$ 290,704
<b>TOTAL</b>	<b>\$ 1,633,413</b>

EXPENDITURES

GENERAL FUND			
	LAW ENFORCEMENT		
		15-16	16-17
ACCT.	NAME	ADOPTED	ADOPTED
521.1200	Salaries	713,875	720,831
521.1210	Part-time salaries	16,000	16,000
521.1220	Holiday	36,000	36,000
521.1230	Crossing Guard	9,547	10,676
521.1400	Overtime	52,000	53,000
521.1500	Special Pay (Incentive)	10,940	12,360
521.2100	Fica	64,134	64,712
521.2200	Retirement- General	16,857	20,545
521.2210	Retirement - Police/Fire Town	83,161	85,314
	State	37,734	37,734
521.2300	Life/Health Insurance	120,235	132,907
521.2400	Workers' Comp.	35,830	45,113
	<b>Subtotal</b>	<b>1,196,313</b>	<b>1,235,192</b>
521.3100	Professional Services	-	2,500
521.3110	Medical	500	500
521.4100	Telephone	5,300	4,500
521.4110	800 MHZ. lines	5,832	5,832
521.4120	800 MHZ. Maintenance	4,000	4,000
521.4310	Electricity	5,600	5,600
521.4315	Water/sewer	600	704
521.4600	Communication Maintenance	5,685	5,831
521.4610	Equipment Maintenance	2,500	2,500
521.4620	Building Cleaning/Maintenance	100	100
521.4630	Vehicle Maintenance	11,500	13,000
521.4650	Computer Maintenance	18,300	18,200
521.4700	Printing	750	750
521.5100	Office Supplies/copier	2,200	2,200
521.5200	Operating Supplies	4,000	4,000
521.5201	Vehicle Fuel	22,000	18,000
521.5210	Uniforms	7,200	7,200
521.5230	Investigative Expenses	2,500	2,500
521.5240	Photographs	100	100
521.5250	Crime Watch Program	200	200
521.5260	Other Equipment	4,500	3,000
521.5400	Memberships	735	800
521.5500	Training	8,000	8,000
	<b>Subtotal</b>	<b>112,102</b>	<b>110,017</b>
521.6200	Security Wall	5,895	10,000
521.6400	Capital	5,895	276,204
	(in car camera - 5,895		
	speed trailer - 12,500		
	2 vehicles - 34,420 each		
	P-25 radio replacement 176,969		
	computer server - 12,000)		
521.6420	Law Enf. Grant	2,000	2,000
	<b>Subtotal</b>	<b>7,895</b>	<b>288,204</b>
	<b>TOTAL</b>	<b>1,316,310</b>	<b>1,633,413</b>

## FIRE RESCUE

The Department of Fire Rescue, established January 18, 1966, is a combination department consisting of seven (7) paid firefighters including the Fire Chief and eighteen (18) volunteer firefighters.

The firehouse is manned 24 hours a day, seven days a week with one (1) Firefighter/Paramedic and one (1) Firefighter/EMT and a reserve of eighteen (18) on-call volunteer firefighters. The Fire Chief is on duty 7:00 am. to 4:00 pm. Monday thru Friday and on call after hours. Most of the career firefighters are certified by the state of Florida as Fire Safety Inspectors and are therefore authorized to conduct fire and life safety inspections on commercial and multi-residential properties in accordance with Florida Statute 633.216.

The Departments equipment consists of one (1) pumper; one (1) 75 ft. aerial ladder truck, one (1) squad, which carries water rescue equipment; one (1) jet ski; one (1) four-wheel drive all-terrain vehicle used for beach rescue; one (1) staff vehicle and one (1) fourteen foot enclosed trailer that houses rescue and recovery tools and equipment.

The Department of Fire Rescue proudly provides fire suppression, advanced life support emergency medical services, water rescue both in the Indian River Lagoon and the Atlantic Ocean, commercial fire safety inspections, free home fire surveys and free blood pressure testing. The fire station is a designated Safe Place for Children, a Safe Baby Point and a community sharps drop-off point.

The Department also provides support to the Witch-Way 5K race, the Town's annual Halloween Party, Holiday Tree Lighting Ceremony, Easter Egg Hunt as well as driving Santa around the Town on Christmas Eve.

	FY-09	FY-10	FY-11	FY-12	FY-13	FY-14	FY-15
Building Fires	9	4	14	7	1	3	6
Vehicle Fires	1	2	0	1	3	1	0
Other Fires	78	34	182	95	4	5	8
Rescue Calls	825	964	843	733	557	238	305
Water Rescues						7	5
Vehicle Accidents							37
Hazardous Condition Calls	0	0	29	20	8	11	31
False Alarms					26	22	67
Good Intent							6
Fire Safety Inspections					254	282	233
Assist Other Agency							58
Hydrant Inspections							91
Other Type Incidents					14	370	68
Total Calls	913	1004	1068	856	867	932	915

FY-17 Personnel Related	\$ 651,039
Operating	\$ 63,125
Capitol	\$ 138,394
TOTAL	<u>\$ 852,558</u>

EXPENDITURES

GENERAL FUND			
	FIRE RESCUE		
		15-16	16-17
ACCT.	NAME	ADOPTED	ADOPTED
522.1200	Full time Salaries	319,320	324,977
522.1400	Overtime/Holiday/FSLA	75,000	75,000
522.1500	Special Pay (Incentive)	11,920	16,420
522.2100	Fica	31,077	30,707
522.2200	Retirement - Police/Fire - Town	50,170	59,246
	State	43,538	43,538
522.2300	Life/Health Insurance	58,720	55,377
522.2400	Workers' Comp	29,244	45,774
	<b>Subtotal</b>	<b>618,989</b>	<b>651,039</b>
522.3100	Medical Supplies/Equipment	4,800	4,800
522.3110	Infection control	325	325
522.3120	Physicals/Immunizations	3,000	3,000
522.3410	Volunteers	4,400	4,400
522.4100	Telephone	750	750
522.4120	800 MHZ. Maintenance	3,745	3,000
522.4310	Electricity	6,000	5,800
522.4315	Water/Sewer	1,700	1,700
522.4600	Communications Maintenance	2,700	2,700
522.4610	Equipment Maintenance	4,500	4,800
522.4620	Building Maintenance	5,000	4,000
522.4630	Vehicle Maintenance	8,000	8,000
522.4650	Computer Maintenance	600	500
522.5100	Office Supplies	600	600
522.5200	Operating Supplies	5,000	6,000
522.5201	Vehicle Fuel	6,500	6,000
522.5210	Uniforms	2,500	2,500
522.5400	Books/Subscriptions/Dues	550	550
522.5410	License/permits ALS	2,000	900
522.5500	Training	2,800	2,800
	<b>Subtotal</b>	<b>65,470</b>	<b>63,125</b>
522.6400	Capital	109,794	138,394
	bunker gear - 2,400		
	P-25 radios - 86,794		
	breathing air compressor - 49,200		
	<b>Subtotal</b>	<b>109,794</b>	<b>138,394</b>
	<b>TOTAL</b>	<b>794,253</b>	<b>852,558</b>

## PROTECTIVE INSPECTION

Protective Inspection includes the building and code enforcement programs for the Town, more commonly referred to as the building department. The building department is administered by the building official. The building official is responsible for administration and enforcement of the Florida Building Code and the Town codes and ordinances regulating building construction activities. This is accomplished through the building permitting and inspections process. The building official also acts as the Town's code enforcement officer, as prescribed by Florida Statute Chapter 162 and the Town code of ordinances. The building official participates in the Town's Technical Review Committee (TRC), which reviews site plan applications, and attends the Town's Zoning and Planning Board, Board of Adjustment and Code Enforcement Board meetings.

Expenditures include funding for the building department office expenses, purchase of code books, training and associated travel expenses, building department vehicle, fuel and maintenance, and department uniforms. These expenses are partially offset by the collection of permit fee revenues. The table below lists data consisting of historical figures of building department activity:

	FY-11	FY-12	FY-13	FY-14	FY-15
No. of permits issued	286	367	353	417	428
Total construction value	3.0m	7.75m	4.53m	6.64m	9.74m
New single family residences	2	6	5	9	5
New commercial buildings	0	0	0	0	0
New multi-family buildings	0	0	1	1	1

FY-17 Personnel Related	\$ 121,595
Operating	\$ 5,705
Capital	\$ 18,000
TOTAL	<u>\$ 145,300</u>

EXPENDITURES

GENERAL FUND			
PROTECTIVE INSPECTION			
ACCT.	NAME	15-16 ADOPTED	16-17 ADOPTED
524.1200	Salaries	89,529	91,500
524.1400	Overtime	-	-
524.2100	Fica	6,849	7,000
524.2200	Retirement	9,078	11,492
524.2300	Life/Health Insurance	9,663	8,759
524.2400	Workers' Comp	1,817	2,844
	<b>Subtotal</b>	<b>116,936</b>	<b>121,595</b>
524.4100	Telephone	680	680
524.4110	Postage	525	525
524.4630	Vehicle Maintenance	300	400
524.4650	Computer Maintenance	200	150
524.4700	Printing	100	100
524.4910	Radon gas - state	500	500
524.5100	Office Supplies	450	450
524.5200	Operating Supplies	200	200
524.5201	Vehicle Fuel	950	500
524.5210	Uniforms	200	200
524.5400	Publications	500	600
524.5500	Training/Education	1,200	1,400
	<b>Subtotal</b>	<b>5,805</b>	<b>5,705</b>
524.6400	Capital (pick-up truck)	-	18,000
	<b>Subtotal</b>		<b>18,000</b>
	<b>TOTAL</b>	<b>122,741</b>	<b>145,300</b>

## PUBLIC WORKS DEPARTMENT

The Department of Public Works is assigned responsibility to maintain 18.1 miles of Town streets, curbs along portions of streets, sidewalks, a closed and open drainage system, public buildings and grounds, and Town parks. Town personnel patch streets as needed, recommend streets for the annual resurfacing effort and maintain all traffic related signs on Town streets. Assistance is provided through contract services for street resurfacing, removing material from storm sewer inlets, mowing, pest control of certain areas, replacing stormwater pipes, street sweeping, and maintaining building systems.

The Town contracts with Brevard County government to maintain traffic signals and with the Florida Department of Transportation (FDOT) enabling the Town to be compensated for maintaining FDOT rights-of-way other than the driving surface.

The Town has the following park properties: Dewey, Douglas, Gus Carey, Indialantic Ocean Beach, Indian River, Lily, Nance, Orlando, Ernest Kouwen-Hoven Riverside, Sea Park, Sunrise, Vincent Benevente Sunset, Tradewinds, Wavecrest, and Wavecrest Extended. The parks differ in terms of amenities that are provided and the level of care that is required. Additionally, the Town has 440 metered parking spaces.

Staffing is provided as follows: Director, Maintenance Worker II (1), Maintenance Worker I (3), part-time Maintenance Worker I (1), Administrative Assistant, and (3) part-time parking enforcement specialists, some positions are necessitated for Enterprise Fund operations.

The department provides required management over the two enterprise funds that address activities at Indialantic Ocean Beach, Nance, Sea (aka Tampa Avenue), and Sunrise parks. The management of the enterprise fund facilities requires personnel to be available to perform a multitude of duties including cleaning restrooms; emptying trash containers; removing litter; maintaining vegetation, facilities, and equipment; and enforcing parking regulations in the parks.

The department functions with the following vehicles/major equipment: four pick-up trucks, dump truck, two golf carts, tractor, and loader.

FY-17 Personnel Related	\$ 254,753
Operating	\$ 204,865
Capital	\$ 308,610
TOTAL	\$ 768,228

EXPENDITURES

GENERAL FUND			
PUBLIC WORKS			
ACCT.	NAME	15-16 ADOPTED	16-17 ADOPTED
541.1200	Salaries	145,383	151,327
541.1210	Part time salaries	8,200	13,235
541.1400	Overtime	1,000	1,000
541.2100	Fica	11,826	12,589
541.2200	Retirement	14,742	19,007
541.2300	Life/Health Insurance	30,856	34,800
541.2400	Workers' Comp	14,567	22,795
	<b>Subtotal</b>	<b>226,574</b>	<b>254,753</b>
541.3100	Contractual services/street swee	8,000	11,250
541.3110	Engineering	10,000	20,000
541.4100	Telephone	600	550
541.4300	Street/Traffic Lights	51,000	55,600
541.4310	Electricity	1,800	2,100
541.4315	Water/Sewer	640	640
541.4400	Equipment Rental	150	150
541.4600	Traffic Signal Maintenance	3,000	17,700
541.4610	Equipment Repairs	5,000	5,000
541.4615	Generator Maintenance	1,000	1,000
541.4620	Bldg/Grounds Maintenance	6,000	6,000
541.4630	Right-of-way Maintenance	3,500	3,500
541.4640	Street drainage maintenance	9,000	11,000
541.4650	Computer maintenance	1,100	500
541.5200	Operating Supplies	5,200	6,000
541.5201	Gas & Diesel Fuel	7,500	5,500
541.5210	Uniforms	1,300	1,300
541.5220	Small Tools	900	900
541.5230	Sign Materials	3,000	2,500
541.5240	Lawn Maintenance Equipment	600	600
541.5241	Solid waste	200	200
541.5260	Other Equipment	500	500
541.5500	Training	1,000	1,500
	<b>Subtotal</b>	<b>120,990</b>	<b>153,990</b>
541.6300	Street Improvements	42,000	48,000
541.6310	Street Drainage	50,000	60,000
541.6315	Lily Park Drainage	121,000	157,000
541.6320	Sidewalks	39,500	39,500
541.6400	Capital	50,308	4,110
	work platform - 2,500		
	fuel tank - 1,610		
	<b>Subtotal</b>	<b>302,808</b>	<b>308,610</b>

EXPENDITURES

GENERAL FUND			
	PUBLIC WORKS		
		15-16	16-17
ACCT.	NAME	ADOPTED	ADOPTED
541.7500	Orlando Park	8,400	7,850
541.7510	Douglas Park	3,742	3,350
541.7520	Riverside Park	4,426	4,850
541.7530	Lily Park	2,476	1,270
541.7540	Gus Carey Park	400	1,235
541.7550	Dewey Park	350	110
541.7560	Wavecrest Park	1,190	900
541.7570	Sunset Park	400	10,635
541.7580	Town Hall Maintenance	2,980	2,190
541.7590	Causeway Maintenance	2,700	5,700
541.7600	Equipment Repair/Replacement	4,000	4,000
541.7601	Plant replacement	500	750
541.7610	Mulch	2,500	2,000
541.7620	Tradewinds Park	360	1,235
541.7630	5th Ave. Median Maintenance	4,800	4,800
	<b>Subtotal</b>	<b>39,224</b>	<b>50,875</b>
	<b>TOTAL</b>	<b>689,596</b>	<b>768,228</b>

EXPENDITURES

GENERAL FUND			
	RECREATION/BEAUTIFICATION		
ACCT.	NAME	15-16 ADOPTED	16-17 ADOPTED
572.4400	Holiday Lighting	5,500	5,500
572.4810	Halloween Party	3,348	4,000
572.4820	Heritage Committee	600	600
572.4900	Recreation Events	2,000	2,000
	<b>Subtotal</b>	<b>11,448</b>	<b>12,100</b>
572.9200	Parks projects	14,169	7,346
572.9300	Witch Way 5k	15,000	15,000
572.9400	Pavers	1,000	1,000
	<b>Subtotal</b>	<b>30,169</b>	<b>23,346</b>
	<b>TOTAL</b>	<b>41,617</b>	<b>35,446</b>

EXPENDITURES

GENERAL FUND			
	CAPITAL IMPROVEMENTS		
ACCT.	NAME	15-16 ADOPTED	16-17 ADOPTED
590.1000	Buildings and equipment	30,100	25,000
	<b>Total</b>	<b>30,100</b>	<b>25,000</b>

## ENTERPRISE FUNDS

	ENTERPRISE 1	15-16	16-17
ACCT #	NAME	ADOPTED	ADOPTED
REVENUE			
329.1001	Permits	10,400	13,300
344.5001	Meter Revenue	199,000	204,000
359.1001	Parking Fines	50,600	51,700
361.1001	Interest	100	100
361.3001	Miscellaneous income	250	1,242
	<b>TOTAL</b>	<b>260,350</b>	<b>270,342</b>
GENERAL EXPENSES			
545.1200	Full time salaries	33,550	34,608
545.1210	Part time salaries	15,000	14,000
545.1500	Personnel related expenses	0	0
545.2100	Fica	3,714	3,719
545.2200	Retirement	3,402	4,347
545.2300	Life/health insurance	11,090	15,632
545.2400	Workers' Comp	2,858	2,954
	<b>Subtotal</b>	<b>69,614</b>	<b>75,260</b>
545.3100	Engineering	400	400
545.3200	Audit	3,900	4,100
545.3210	Accounting Service	1,000	1,000
545.3400	Charge for Services	96,596	99,363
545.3410	Lifeguards	30,040	30,040
545.3420	Computer Maintenance	2,700	2,600
545.4110	UPS	300	250
545.4400	Equipment Rental	200	100
545.4500	Liability insurance	6,840	6,840
545.4700	Printing	600	600
545.5500	Training	150	200
545.4950	Legal ads	700	600
545.5100	Office Supplies	400	300
545.5200	Operating Supplies	4,000	3,500
545.5201	Vehicle fuel	1,800	1,500
545.5210	Uniforms	300	500
545.5240	Other equipment	200	200
	<b>Subtotal</b>	<b>150,126</b>	<b>152,093</b>
METER ENFORCEMENT			
545.4600	Meter repair/maintenance	11,000	10,000
545.4610	Vehicle repair/maintenance	1,200	1,300
	<b>Subtotal</b>	<b>12,200</b>	<b>11,300</b>
BEACHFRONT			
545.4310	Electricity	1,900	1,900
545.4320	Solid Waste	4,500	4,500
545.4620	Beachfront maintenance	2,500	2,000
545.4630	Beautification	200	200
545.4640	Park maintenance	1,500	2,000
545.4650	Boardwalk/crossover maintenance	100	100
545.5300	Street maintenance	1,000	1,000
545.5310	Signs	300	200
545.5400	Meter replacement	9,000	7,500
	<b>Subtotal</b>	<b>21,000</b>	<b>19,400</b>
CAPITAL EXPENSE			
545.6300	Increased parking spaces - (5) on 6th	0	7,000
545.9100	Enterprise 2 transfer	7,410	5,289
	<b>Subtotal</b>	<b>7,410</b>	<b>12,289</b>
	<b>GRAND TOTAL</b>	<b>260,350</b>	<b>270,342</b>

ACCT #	ENTERPRISE 2 NAME	15-16 ADOPTED	16-17 ADOPTED
<b>REVENUE</b>			
329.1002	Permits	2,600	3,432
344.5002	Meter Revenue	50,500	50,851
359.1002	Parking Fines	15,500	15,030
361.3002	Miscellaneous income	3,000	6,158
381.1000	Enterprise 1 Transfer	7,410	5,289
	<b>TOTAL</b>	<b>79,010</b>	<b>80,760</b>
<b>GENERAL EXPENSES</b>			
546.1200	Full time salaries	8,387	8,651
546.1210	Part time salaries	4,500	3,500
546.1500	Personnel related expenses	0	0
546.2100	Fica	986	930
546.2200	Retirement	850	1,086
546.2300	Life/health insurance	2,586	3,908
546.2400	Workers' Comp	717	739
	<b>Subtotal</b>	<b>18,026</b>	<b>18,814</b>
546.3100	Engineering	300	300
546.3200	Audit	975	1,025
546.3400	Charge for services	24,149	24,841
546.3410	Lifeguards	7,510	7,510
546.3420	Computer maintenance	700	675
546.4110	UPS	150	75
546.4500	Liability insurance	1,700	1,700
546.4700	Printing	150	175
546.4950	Legal ads	50	50
546.5100	Office supplies	50	50
546.5200	Operating supplies	2,800	2,700
546.5201	Vehicle fuel	500	500
546.5210	Uniforms	100	250
	<b>Subtotal</b>	<b>39,134</b>	<b>39,851</b>
<b>METER ENFORCEMENT</b>			
546.4600	Meter repair/maintenance	2,380	2,500
546.4610	Vehicle repair/maintenance	150	350
	<b>Subtotal</b>	<b>2,530</b>	<b>2,850</b>
<b>PUBLIC WORKS</b>			
546.4310	Electricity	1,200	1,275
546.4315	Water/sewer	4,800	4,800
546.4320	Solid waste	1,100	1,100
546.4620	Beachfront maintenance	200	100
546.4630	Beautification	100	100
546.4640	Park Maintenance	9,200	9,000
546.4650	Boardwalk/crossover maintenance	300	300
546.4660	Building Maintenance	500	750
546.5310	Signs	100	100
546.5400	Meter replacement	1,820	1,720
	<b>Subtotal</b>	<b>19,320</b>	<b>19,245</b>
<b>CAPITAL EXPENSE</b>			
		0	0
	<b>Subtotal</b>	<b>0</b>	<b>0</b>
	<b>GRAND TOTAL</b>	<b>79,010</b>	<b>80,760</b>

## TRUST AND AGENCY FUNDS

<b>PENSION FUNDS 16-17</b>		<b>ADOPTED 15-16 BUDGET</b>	<b>ADOPTED 16-17 BUDGET</b>
<b>REVENUES</b>			
	Employee Contributions	77,398	72,146
	State Contributions	83,827	79,493
	Town Contributions	195,306	217,523
	Investment Earnings	500,000	213,908
	<b>TOTAL</b>	<b>856,531</b>	<b>583,070</b>
<b>EXPENSES</b>			
	Retirement Payments	163,684	166,135
	Disability Payments	167,360	169,760
	Administrative Fees	30,000	52,204
	Training/Education	1,000	2,000
	Funds available for reinvestment	494,487	192,971
	<b>TOTAL</b>	<b>856,531</b>	<b>583,070</b>

<b>TRUST AND AGENCY FUNDS</b>		
	ADOPTED 15-16 BUDGET	ADOPTED 16-17 BUDGET
<b>SPECIAL INVESTIGATIVE FUND</b>		
<b>Revenues</b>		
Forfeitures	1,000	1,000
<b>Expenses</b>		
Investigative equipment/supplies	1,000	1,000